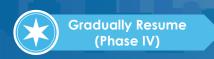




Be Safe. Places of Worship



Be Safe. Places of Worship What's in this guide?



Cautiously reopening Chicago requires:

Healthy interactions

Social distancing



Limitations on physical distance to other individuals

Gathering size



Limitations on gatherings of individuals

Protective gear



Use of protective gear by individuals

Hygiene requirements



Ensuring hygienic interactions (e.g., hand washing)

Safe spaces and conditions

Entry access



Entry/exit condition for access to space

Cleaning standards



Actions taken to disinfect space

Visual guidance



Hygiene resources and guidance posted in space

Workplace conditions



Evaluation of foot traffic, ventilation, etc.

Operational resilience and monitoring

Flexible models



Flexibility with sick leave, remote work (when possible)

Operational resiliency



Support for operational flexibility (e.g., multiple shifts)

Travel guidelines



Restriction of movement of people between locations

Testing / tracking



Facilitation of testing and tracking



Be Safe. Places of Worship Illustrative example





What may be different?

- Stagger ingress and egress times to avoid checkpoint crowding
- 2 Employees frequently disinfect facilities
- Sanitation stations available throughout facilities

- 4 All individuals required to wear **facial coverings**
- Seating spread out by 6 ft to promote distancing
- Visual signage posted throughout facilities regarding hygiene, social distancing, proper PPE and more



Be Safe. Places of Worship Healthy interactions







Ensure >6 ft. between individuals

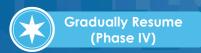
- Except for members of the same household, adhere to 6 ft. social distancing at all times
- Seat members of the same household together; children must remain with their parents/guardians at all times
- Demarcate 6 ft. distancing between seating
- Encourage impermeable barriers where 6 ft. social distancing is not possible (e.g., entry ways)
- Dedicate staff to enforce social distancing for all services or gatherings (recommend one usher/staff member for every 10 participants)
- No handshaking and hugging

Limit room capacity and gathering sizes

- CLICK HERE to view more specific Places of Worship Phase IV capacity restrictions
- If a room has multiple and clearly delineated levels (e.g., balcony), each level can accommodate an additional cohort, provided that each cohort
 - Does not interact with each other
 - Has their own dedicated entrance / exit, and
 - Has their own dedicated restroom facilities
- If multiple enclosed rooms exist within a place of worship, each room is subject to capacity limits
- Stagger gatherings with different start/stop times (and if possible, different entrances and exits)



Be Safe. Places of Worship Healthy interactions





Encourage consistent cohorts of individuals, and no cross socialization of people, as much as possible

- Encourage consistent groups of individuals meeting at designated times each week to limit exposure risks between groups
- No events with cross socialization across multiple places of worship
- Where possible, encourage batched groups of individuals in separate rooms (e.g., 5 groups of 10 prayer groups in separate enclosed rooms, rather than one large gathering in the same room)

Consider alternative approaches to limit gathering size; for example,

 Individual gatherings for distinct events (e.g., prayer circles, small gathering sermons) with different start/stop times



Require face coverings for all

- In any outdoor and indoor common spaces, face coverings must be worn over nose and mouth for all individuals above the age of 2 (exceptions can be made for people with medical conditions or disabilities that prevent them from safely wearing a face covering)
- Prohibit entry to a person who refuses to wear a face covering for non-medical reasons; if available, masks can be provided upon entry



Be Safe. Places of Worship Healthy interactions





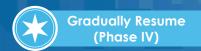
Where possible, provide hand sanitizer at ingress/egress points; no shared items

- Provide sanitation station(s) at a minimum at the entrance of the building; if available, make stations easily accessible throughout the facilities
- Train all staff/volunteers (e.g., Ushers, Deacons) on new cleaning policies and procedures prior to opening
- Communicate new operating procedures to staff and general public

Prohibit shared items (e.g., food, drink, clothing)

- No shared edible products (including drinks) of any kind (e.g., no shared communion) and no selfserved food; distribution of prepackaged communion or sacraments allowed
- No social dinners or shared meals
- Places of worship running food pantries or other food distribution may continue operations
- No reusable, shared, or communal items (i.e., anything that would be passed or touched by more than one person); no sharing of microphones
- Where possible, provide programs, hymnals, bulletins, and prayer books in formats other than paper (e.g., projected on a wall, offered online to view from personal handheld devices)
- Modify collection of any financial contributions to eliminate shared contribution trays and baskets; consider no-touch methods, and encourage contributions through mail or electronic means







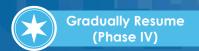
Require health checks upon entry

- Prior to leaving home, all individuals encouraged to self-identify symptoms and stay at home if symptomatic
- Prior to entering establishment, employees self-screen (e.g., questionnaire - see appendix) to ensure no symptoms of COVID-19
- Require health checks for all who enter the building, which may include symptoms and/or temperature checks; persons who display signs of illness or with a fever of 100 degree Fahrenheit or above must not be permitted on premises

Monitor ingress/egress and ensure social distancing

- Monitor ingress/egress points to regulate the flow of traffic
- Leave doors open where possible during ingress /egress, or have ushers open and close doors as needed
- Encourage outdoor security to direct people at entrances and exits to minimize contact
- After entry, individuals immediately proceed to seats to avoid congregating
- Prohibit additional people from entering if capacity is met or 6 ft. distancing is no longer possible
- Consider dismissing individual gatherings in an orderly way to ensure social distancing







Take special precautions for vulnerable populations

- Restrict entry of any vulnerable populations (e.g., underlying medical conditions, 60+) until the risk is significantly reduced
- When vulnerable populations do return to place of worship, encourage entry before and exit after all other members
- If possible, provide vulnerable populations with separate entrances and exits
- Consider partitioning a portion of the place of worship dedicated to vulnerable populations
- If available, encourage radio and digital sessions for vulnerable populations, with aid provided by designated church staff or members







Clean twice daily, and more frequently for high-traffic areas

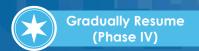
- Clean entire place of worship during day and overnight, including pews and carpeting
- Increase cleaning frequency in public areas, focusing on high contact surfaces (e.g., door handles, counter tops, public restrooms, light switches, microphones) and high traffic areas (e.g., bathrooms)
- Clean pulpit and podiums at the end of each service (and any table-top surfaces in between each use)
- Thoroughly clean and sanitize the facility between gatherings for any place of worship with multiple services
- Sanitize microphones and any other shared instruments (e.g., keyboards, drums) before and after each worship service



Provide signage at any entry/exit points and any other high-traffic common areas

- Post visual guidance to promote social distancing, washing hands, wearing face coverings, and using non-contact greetings
- Areas where individuals queue should be clearly marked for 6 ft. distancing (e.g., entry ways)
- Provide visual guidance to direct traffic follow
- Post signage at entrances, including legal language of entering at own risk







Optimize seating arrangement to ensure social distancing

- Rearrange seating to allow for 6 ft distancing (may include blocking rows in places with fixed seating)
- Require visual markings on seating to delineate 6 ft separation, as well as signage to indicate the maximum number of individuals permitted per row
- Consider removing, disabling, or spacing furniture in high density spaces (e.g., lobby); if not possible, furniture must be cleaned in between each use

Modify shared spaces and offerings of activities to minimize contact between individuals

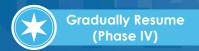
- Close childcare programming during time of gatherings (not including daycare in a community center attached to the place of worship)
- Close common areas where social distancing cannot be maintained
- Where possible, promote ventilation of enclosed spaces; consider opening windows and doors to allow airflow

Adjust singing or performances to ensure social distancing and hygienic interactions

- Permit single singers or duos who can maintain 10 ft distancing; no choirs of more than 2 people
- Encourage virtual singing via media outlets
- Require face coverings for "praise teams," except for singing (when appropriately distanced)



Be Safe. Places of Worship Operations and monitoring





Limit in-person interactions, where possible

- Ensure vulnerable populations that can work from home continue to do so
- Minimize in person interactions (e.g., consider utilizing online trainings / virtual staff meetings)
- Continue offering online services (e.g., Facebook Live, Zoom, conference calls), where possible

Recommend alternative types of services (e.g., outdoor or drive in)

- Where possible, hold services outdoors; determine maximum attendance based on space required to ensure appropriate social distancing
- A gathering of people inside parked cars, trucks, or other enclosed motor vehicles – organized as a drive in service/gathering - shall not constitute a gathering that must adhere to the rules above so long as the following conditions are met:
 - (1) All people remain inside the vehicle at all times (no outdoor seating of any kind including the back of a pickup truck)
 - (2) An empty parking space remains between each parked car, and
 - (3) No exchange of materials takes place between leaders and attendees



Develop flexible work models for staff

- Ensure that staff who are sick stay home
- Minimize overlap of employee shifts





Be Safe. Places of Worship Operations and monitoring







Limit travel by staff

 Limit employees travel between places of worship with multiple locations to important business only

Follow CDPH and CDC guidance for testing and tracing protocols

- If employee does contract COVID-19, they must follow all CDC guidelines before returning to work
- If an employee is identified as being COVID-19 positive by testing, cleaning and disinfecting must be performed according to CDC guidelines
- Any employee who has had close contact with co-worker or any other person who is diagnosed with COVID-19 should self quarantine according to CDC guidelines
- If a place of worship becomes aware of 2 or more cases possibly associated with an establishment over a 14 day period, employers are required to report cases to CDPH
- Follow all other CDPH guidance set forth and comply with CDPH recommendations in response to a workplace outbreak
- For all individuals entering place of worship, keep log of attendance for at least 60 days



Be Safe. Places of Worship Appendix



Glossary

Gathering: A group of individuals outside a single household who are part of a spontaneous or planned event convening for more than ten minutes

Handwashing: The act of thoroughly cleaning one's hands with soap and water for at least 20 seconds or using a disinfectant capable of eliminating the virus that causes COVID-19

Social distancing: The physical spacing of at least six feet between individuals, or groups of individuals.

PPE: Personal protective equipment (e.g., face coverings, goggles, face shields); requirements vary based on industry and specific circumstances

Self-screening sample questionnaire

Self-screening: A protocol by which an employee answers questions at the start of a shift. Subject to the guidance of the Commissioner of Health, the questions may include:

- Have you had a body temperature over 100 degrees Fahrenheit or have you used a fever reducer in the previous 24 hours to treat a body temperature over 100 degrees Fahrenheit?
- Do you have a new cough that you cannot attribute to another health condition?
- Do you have a new or worsening sore throat that you cannot attribute to another health condition?
- Do you have new shortness of breath that you cannot attribute to another health condition?
- Have you recently developed a complete loss of smell or taste?

- Recommended guidance -

Be Safe. Places of WorshipPublic health resources



General workplace guidance

Places of Worship guidance

Disclaimer

National resources for further guidance

CDC – Activities and Initiatives Supporting the COVID-19 Response and the President's Plan for Opening America Up Again: https://www.cdc.gov/coronavirus/2019-ncov/downloads/php/CDC-Activities-Initiatives-for-COVID-19-Response.pdf

CDC – Guidance for Businesses and Workplaces https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/businesses-employers.html

OSHA Guidance on Preparing Workplaces for COVID-19: https://www.osha.gov/Publications/OSHA3990.pdf

CDC – Community and Faith-Based Organizations: https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/index.html

CDC - Interim Guidance for Communities of Faith: https://www.cdc.gov/coronavirus/2019-ncov/community/faith-based.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fphp%2Ffaith-based.html

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